



U.S. CONSUMER PRODUCT SAFETY COMMISSION  
WASHINGTON, D.C. 20207

MINUTES OF COMMISSION MEETING  
October 29, 1997  
4330 East West Highway  
Bethesda, Maryland

The October 29, 1997, meeting of the U. S. Consumer Product Safety Commission was convened in open session by Chairman Ann Brown. Commissioner Mary Sheila Gall and Commissioner Thomas H. Moore were present.

Agenda Item: Fiscal Year 1998 Operating Plan

The Commission was briefed by the staff on issues related to the Commission's Operating Plan for Fiscal Year (FY) 1998. The Commission had received from the Executive Director a proposed operating plan at the Congressionally-approved funding level of \$45 million. (Ref: staff briefing package dated October 15, 1997.)

Following questions and discussion by the Commissioners, the Commission voted unanimously (3-0) on motion of Chairman Brown to approve the staff-recommended operating plan for FY 1998 as presented in the briefing package of October 15, 1997.

There being no further business on the agenda, Chairman Brown adjourned the meeting.

For the Commission:

A handwritten signature in cursive script that reads "Sadye E. Dunn".

Sadye E. Dunn  
Secretary

NOTE: See attached memorandum on "Clarification from the Commission RE the FY 1998 Operating Plan"



United States  
**CONSUMER PRODUCT SAFETY COMMISSION**  
Washington, D.C. 20207

MEMORANDUM

**DATE:** December 5, 1997

**TO :** Sadye Dunn  
Secretary  
Office of the Secretary

**FROM :** Clarence T. Bishop *C.T.B.*  
Deputy Executive Director

**SUBJECT:** Clarification from the Commission RE the FY 1998  
Operating Plan

Please include the attached December 4, 1997 memorandum from the Commissioners to the Executive Director in the official record of materials regarding the Commission's consideration of the FY 1998 Operating Plan.

Attachment (1)

cc: Chairman Ann Brown  
Commissioner Mary Sheila Gall  
Commissioner Thomas H. Moore  
Pamela Gilbert  
Ed Quist  
Beverly St. Clair



United States  
**CONSUMER PRODUCT SAFETY COMMISSION**  
Washington, D.C. 20207

**MEMORANDUM**

DATE: December 4, 1997

TO: Executive Director

FROM: Commissioners

SUBJECT: FY 1998 Operating Plan -- Clarification of Staff Awards

We would like to clarify our intention that the staff performance recognition program contained in the FY 1998 Budget and referred to as "awards" in the 1998 Operating Plan may include a limited number of Quality Step Increase (QSI) awards. Any Commission employee, whether career or political staff, shall be eligible for consideration for the award of a QSI, so long as such award would be consistent with applicable law and Commission policy.

In 1998 cash awards will be limited to non-political staff and to political staff paid at salary levels which do not exceed GS-12.

Ann Brown  Agree  Disagree  
Chairman Ann Brown

Mary Sheila Gall  Agree  Disagree  
Commissioner Mary Sheila Gall

Thomas H. Moore  Agree  Disagree  
Commissioner Thomas H. Moore